

**Examination Reforms  
D Y Patil Deemed to be University  
For Under Graduate and Post Graduate Programs**

**(School of Architecture)**

**Ref: (Under Graduate Program): F. No. CA/193/2020/MSAER, Council of  
Architecture, New Delhi, Dated 11.08.2020  
(Post Graduate Program) No. CA/5/Academic/2022/Circular-PG Guidelines,  
Council of Architecture, New Delhi, Dated 14.12.2022.**

		<b>Content</b>	<b>Page No.</b>
1.0		<b>Definitions</b>	
	1.1	<b>Academic Council:</b> The academic council of the institution deemed to be University	
	1.2	<b>Academic Year:</b> Two consecutive (one odd + one even) semesters constitute one academic year	
	1.3	<b>Act:</b> The University Grants Commission Act, 1956 (3 of 1956)	
	1.4	<b>All India Council for Technical Education (AICTE):</b> A statutory body, and a national-level council for technical education, under the Department of Higher Education, Established in November 1945 first as an advisory body and later on in 1987 given statutory status by an Act of Parliament.	
	1.5	<b>Audit Course:</b> Doing a course without seeking a grade or credit for the course.	
	1.6	<b>Bar Council of India (BCI):</b> A statutory body established under the section 4 of Advocates Act 1961 that regulates the legal practice and legal education in India.	

1.7	<b>Board of Studies:</b> The Board of Studies of a Department of the institution deemed to be University	
1.8	<b>Choice Based Credit System (CBCS):</b> The CBCS provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses).	
1.9	<b>Council of Architecture (CoA):</b> A statutory body constituted by the Government of India under the provisions of the Architects Act, 1972, enacted by the Parliament of India.	
1.10	<b>Course:</b> A basic unit of education and/or training. A course or collection of courses forms a program of study.	
1.11	<b>Credit Based Semester System (CBSS):</b> Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.	
1.12	<b>Credit:</b> Unit of measure of course work. Each course may be allotted credits in proportion to the time expected to be devoted by the student for that course.	
1.13	<b>Credit Point:</b> It is the product of grade point and number of credits for a course.	
1.14	<b>Cumulative Grade Point Average (CGPA):</b> Weighted average of the grade points obtained in all courses registered by the student across semesters.	
1.15	<b>Dental Council of India (DCI):</b> A statutory body under Ministry of Health and Family Welfare, Government of India, constituted by an	

		act of parliament ‘The Dentists Act 1948’ (XVI of 1948)	
	1.16	<b>Executive Council:</b> The executive council of the institution deemed to be University	
	1.17	<b>Grade Point:</b> It is a numerical weight allotted to each letter grade on a 10-point scale.	
	1.18	<b>Grade Point Average (GPA):</b> A system of calculating academic achievement based on an average, calculated by multiplying the numerical grade point received in each course by the number of credits.	
	1.19	<b>Indian Nursing Council (INC):</b> A national regulatory body for nurses and nurse education in India. It is an autonomous body under the Government of India, Ministry of Health & Family Welfare, constituted by the Central Government under section 3(1) of the Indian Nursing Council Act, 1947 of Indian parliament.	
	1.20	<b>Institution deemed to be University:</b> An institution of higher education so declared by the Central Government by notification under section 3 of the Act, on the advice of the Commission	
	1.21	<b>Letter Grades:</b> It is an index of a performance of a student in a said course.  Grades are denoted by letters O, A+, A, B+, B, C, P and F.	
	1.22	<b>NAAC:</b> The National Assessment and Accreditation Council.	
	1.23	<b>National Commission for Indian System of Medicine (NCISM):</b> A statutory body set up according to the National Commission for Indian System of Medicine Act, 2021, govern the Board of Ayurveda and Unani and the Board of Unani, Siddha and Sowaigpa.	

	1.24	<b>National Medical Commission (NMC):</b> A regulatory body which regulates medical education and medical professionals in India. It was established by the law of Parliament of India in 2019.	
	1.25	<b>National Board of Accreditation (NBA):</b> It was established by the All India Council for Technical Education (AICTE) in 1994 and operated as an autonomous body since 2010. In 2014 it was granted a full membership status in the Washington Accord.	
	1.26	<b>National Education Policy, 2020 (NEP):</b> Education policy announced by Government of India in 2020.	
	1.27	<b>National Institutional Ranking Framework (NIRF):</b> It is a ranking methodology adopted by the Ministry of Education, Government of India, to rank institutions of higher education in India.	
	1.28	<b>Pharmacy Council of India (PCI):</b> A statutory body under Ministry of Health and Family Welfare, Government of India. It is constituted under the Pharmacy Act, 1948	
	1.29	<b>Programme:</b> A collection of courses in which a student enrolls and which contributes to meeting the requirements for the awarding of one or more Certificates/ Diplomas/ Degrees.	
	1.30	<b>“School” or “Faculty”:</b> A school or faculty of studies of the institution deemed to be University.	
	1.31	<b>Semester Grade Point Average (SGPA):</b> It is a measure of performance of work done in a semester.	

1.32	<b>Semester:</b> Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days.	
1.33	<b>Semester Grade Point Average (SGPA):</b> Performance of a student in a given semester.	
1.34	<b>Statutory body:</b> A body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education, including the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Indian Nursing Council (INC), the National Council for Teacher Education (NCTE) and the National Medical Commission (NMC), or any other statutory body established under an Act of Parliament.	
1.35	<b>Syllabus:</b> An outline of topics covered in an academic course.	
1.36	<b>Teacher:</b> Professors, associate professors, assistant professors and such other academic staff as may be appointed for imparting instructions or conducting research in the institution deemed to be University including the adjunct faculty or professor of practice or visiting faculty	
1.37	<b>Trimester Grade Point Average (TGPA):</b> Performance of a student in a given Trimester.	
1.38	<b>Transcript:</b> A certified copy of a student's educational record.	
1.39	<b>University Grants Commission (UGC):</b> A statutory Organization of the Government of India by an Act of Parliament in 1956, for the coordination, determination and maintenance of standards of teaching, examination and research in university education.	

2.0		<b>End Semester Examination (ESE) Scheme at the Under Graduate Level (UG) (Table 1A) and Post Graduate Level (PG) (Table 1B)</b>	
	2.1	Every Course shall have a Theory and a Practical Component unless otherwise stated. (Combinations such as only Theory / Only Practical are possible)	
	2.2	There are four heads of passing: Theory (IA, ESE) and Practical (IA, ESE) unless otherwise stated.	
	2.3	Theory of every Course has Internal Assessment (IA) and an End Semester Examination (ESE)	
	2.4	Practical in every Course has Internal Assessment (IA) and an End Semester Examination (ESE)	
	2.5	A Theory course may be of 2 or less OR 3 or more credits	
	2.6	A Theory head with 2 or less credits is assessed for 60 Marks in ESE	
	2.7	IA head in Theory paper with 2 or less credits shall be assessed for 30 Marks	
	2.8	A Theory head with 3 or more credits is assessed for 100 Marks in ESE	
	2.9	IA head in Theory paper with 3 or more credits shall be assessed for 50 Marks	
	2.10	A Practical head associated with a Theory head of 2 or less credits is assessed for 30 Marks in ESE	
	2.11	IA head in Practical where Theory head is with 2 or less credits shall be assessed for 30 Marks	

	2.12	A Practical head where Theory head is of 3 or more credits is assessed for 50 Marks in ESE	
	2.13	IA head in Practical where Theory head is with 3 or more credits shall be assessed for 50 Marks	
	2.14	All ESE shall be converted to have a 60% weightage	
	2.15	All IA shall be converted to have a 40% weightage	
3.0		<b>Passing Rules – UG Programs</b>	
	3.1	Minimum pass percentage in Theory head its IA head, Practical head and its IA head for UG Programs is 45%	
	3.2	A student is required to pass each head for UG Programs separately.	
	3.3	Minimum pass percentage in Theory head, its IA head, Practical head and its IA head of PG Programs is 50%	
	3.4	A student is required to pass each head for PG Programs separately.	
	3.5	A candidate is declared to have failed if he / she scores less than the minimum percentage prescribed	
	3.6	A candidate shall be allowed to appear for each of the four heads irrespective of his/her failing in any of them.	
	3.7	While computing results, all decimals will be converted to integers by rounding of above 0.5 and truncating for less than 0.5.	
	3.8	However, this shall not be applicable while calculating SGPA, TGPA and CGPA.	

4.0		<b>Paper Setting</b>	
	4.1	A Course where three (3) or more credits is assigned, Question Paper (QP) in such Courses shall be set for 100 Marks	
	4.2	QP's will be of 3 Hours Duration for courses with three or more credits.	
	4.3	A Course where two or less credits is assigned, such Courses shall be set for 60 Marks	
	4.4	QP's will be of two Hours Duration for courses with two or less credits.	
5.0		<b>100 Mark Designated QP</b>	
	5.1	In a 100-mark designated QP, the QP shall have Five questions out of which, the first question shall be a Multiple Choice Question (MCQ) or Short Answer Questions with 20 marks assigned to it. The other four shall be descriptive, compulsory questions with 20 marks assigned to each of them.	
	5.2	Generally, 20 MCQs are set for 1 mark each.	
	5.3	Each descriptive question shall be assigned 20 marks weightage and may be subdivided into sub-questions.	
	5.4	MCQ (or) Short Answer Questions shall be compulsory. Choice may be given in each of the four descriptive Questions.	
6.0		<b>60 Mark Designated QP</b>	
	6.1	In a 60-mark designated QP, the QP shall have Three questions out of which, the first question	

		shall be an MCQ (or) Short Answer Questions with 20 marks assigned to it. The other Two shall be descriptive, compulsory questions with 20 marks assigned to each of them.	
	6.2	Generally, 20 MCQs are set for 1 mark each.	
	6.3	Each descriptive question shall be assigned 20 marks weightage and may be subdivided into sub-questions.	
	6.4	MCQ (or) Short Answer Questions shall be compulsory. Choice may be given in each of the Two descriptive Questions.	
7.0		<b>Assessment</b>	
	7.1	<b>Internal Assessment (IA) in Theory Head: UG and PG: Table 2</b>	
	7.1a	There shall be three internal tests conducted within the Semester as a process of continuous evaluation	
	7.1b	Performance in best two out of the three tests shall be considered for final evaluation of IA	
	7.1c	For the first test, the portion of the curriculum shall be what is completed at that point in time. For the second test, the portion of the curriculum shall be what is completed between the first and the second tests. For the third test, the portion of the curriculum shall be what is completed between the second test and the third test.	
	7.1d	In case of a trimester pattern followed in any School, two continuous assessment tests in each trimester shall be conducted out of which the best performance shall be taken for final evaluation	

	7.1e	IA in Theory head shall be evaluated on continuous assessment tests, Assignments / Tutorials and Quizzes, Seminar, Open Book Tests, Surprise tests, and or Capstone projects.	
	7.2	<b>End Semester Examination (ESE) in Practical Head (Table 4)</b>	
	7.2a	The Practical head shall contain any work that is conducted in a Lab / workshop / or any other that helps understand the practical aspects of the Theory head.	
	7.2b	Such Practical Head is assessed as per <b>Table 4</b>	
	7.3	<b>Internal Assessment (IA) in Practical Head UG and PG: Table 3</b>	
	7.3a	IA of the Practical Head shall be based on the work completed for IA under the Practical head, such as Capstone project, Test, Quiz or any other.	
8.0		<b>Instructions to Paper Setters</b>	
	8.1	Respective Schools shall update the databases of Examiners.	
	8.2	The Question Paper setter shall have minimum five years of teaching experience.	
	8.3	Any name selected out of the data base shall be a deemed QP setter / examiner in that section and course.	
	8.4	Each Course-Paper setter shall submit two sets of question papers	
	8.5	Course-Paper setters shall ensure that the Questions set represent the entire curriculum	

	8.6	Course-Paper setters shall ensure that students do not drop chapters / units of the curriculum when opting for choices within the question paper. This may be achieved by posing suitable questions within the confines as sub questions of weightage of 20 marks / question	
	8.7	All sets of Question papers must reflect uniqueness without repetition.	
	8.8	Pro Vice Chancellor shall reserve the right to select the question paper in that course. Or he/she may delegate such work to another designated officer.	
	8.9	Remaining sets shall be in the custody of office of Controller of Examinations (CoE) and may be used in any future examinations as necessary	
	8.10	Paper setter shall ensure that 100 marks Question Paper set must be possible to be answered in 3 hours.	
	8.11	Paper setter shall ensure that 60 marks Question Paper set must be possible to be answered in 2 hours.	
9.0		<b>Supplementary End Semester Examination</b>	
	9.1	A supplementary exam shall be held within 20 days of declaration of results in the main Examination. However, no Allowed To Keep Terms (ATKT) ESE shall be held.	
	9.2	A supplementary Examination in IA of Theory Head shall be based on the work completed for IA, such as fresh Assignments / Tutorials / Project work for the total marks as prescribed for IA in Theory Head	
	9.3	A supplementary Examination in IA of the Practical Head shall be based on the work completed for IA such as fresh Capstone project,	

		Test, Quiz for the total marks as prescribed for IA in Practical Head	
	9.4	Supplementary examinations shall be conducted in all four heads of passing.	
	9.5	A supplementary Examination in the ESE under theory head and Practical heads shall have the same curriculum as for the main examination	
	9.6	Supplementary IA in Theory and Practical Heads shall be conducted by the respective Schools and Results submitted to the office of CoE within seven working days by the respective schools	
10.0		<b>Declaration of Results</b>	
	10.1	All results shall be declared within twenty days from the conduct of the last examination of the respective Schools.	
	10.2	Revaluation shall be available only for End Semester Examination in Theory Head and only for UG courses.	
11.0		<b>Allowed To Keep Term (ATKT) Rules: Semester Pattern</b>	
	11.1	Students who move from odd semester to the even semester can carry all courses of odd semester	
	11.2	Thirty-five percentage (35%) credits of the immediate previous year (two semesters taken together) may be carried forward into 3 <sup>rd</sup> , 5 <sup>th</sup> and 7 <sup>th</sup> semester as applicable.	
	11.3	While a student is admitted to a 3 <sup>rd</sup> year of a Program of study, first year must have been completely cleared	
	11.4	While a student is admitted to final year of a Program of study, First and Second year must	

		have been completely cleared in a four-year program	
	11.5	In the case of conditions 11.2, 11.2 and 11.3 are not met with, a student will have to drop a year.	
12.0		<b>Grading Structure: UG (Table 5A) and PG (Table 5B)</b>	
	12.1	Relative grading system is adopted.	
	12.2	Relative grading methodology is applied in a cohort of students who achieve minimum percentage of passing	
	12.3	Relative grading shall be made applicable where the minimum class strength is 25	
	12.4	For non-credit courses such as Audit Courses, ‘Satisfactory’ or ‘Unsatisfactory’ shall be indicated with the letter grade “S” or “N” respectively and this will not be counted for the computation of SGPA/TGPA/ CGPA.	
	12.5	Declaration of Grade is as per <b>Table 5A (UG) and 5B (PG)</b>	
	13.6	Declaration of Class is as per <b>Table 6.</b>	

**TABLE 1A: Scheme of Examination (UG): Distribution of Marks**

	Theory				Practical			
	IA		ESE		IA		ESE	
	Max	Min	Max	Min	Max	Min	Max	Min
<b>3 or more credits</b>	50	23	100	45	50	23	50	23
<b>2 or less credits</b>	30	14	60	27	30	14	30	14

**TABLE 1B: Scheme of Examination (PG): Distribution of Marks**

	Theory				Practical			
	IA		ESE		IA		ESE	
	Max	Min	Max	Min	Max	Min	Max	Min
<b>3 or more credits</b>	50	25	100	50	50	25	50	25
<b>2 or less credits</b>	30	15	60	30	30	15	30	15

**Table 2: Internal Assessment (IA) in Theory Head (UG and PG)**

S. No	Head	Exam Mark	3 or more credits	2 or less Credits
1	Continuous Assessment Test 1	10	20 (Best two)	10 (Best one)
2	Continuous Assessment Test 2	10		-
3	Continuous Assessment Test 3	10		-
4	Assignment Tutorial	10	10	10
5	Quiz / Seminar	10	10	5
6	Open Book Test, Surprise test, Capstone project or any related	10	10	5
	<b>Total</b>		<b>50</b>	<b>30</b>

**Table 3: Internal Assessment (IA) in Practical Head (UG and PG)**

Sl.No	Head	3 or more credits	2 or less Credits
1	Continuous Evaluation or any other	30	20
2	Journal	10	5
3	Capstone project, Test, Quiz	10	5
	<b>Total</b>	<b>50</b>	<b>30</b>

**Table 4: Scheme for End Semester Examination (ESE) in Practical Head (UG and PG)**

S No	Head	For 50 marks	For 30 Marks
1	Practical Preparation and Journal presentation	20	15
2	Practical conduction	20	10
3	Viva	10	05
	<b>Total Marks</b>	<b>50</b>	<b>30</b>

**Table 5A (Grading – UG)**

<b>Marks</b>	<b>Grade</b>	<b>Grade Points</b>
90-100	O	10
80-89.99	A+	9
70-79.99	A	8
60-69.99	B+	7
50-59.99	B	6
45-49.99	C	5
< 45	F	0
Absent	Ab	0

**Table 5B (Grading – PG)**

<b>Marks</b>	<b>Grade</b>	<b>Grade Points</b>
90-100	O	10
80-89.99	A+	9
70-79.99	A	8
60-69.99	B+	7
55-59.99	B	6
50-54.99	C	5
< 50	F	0
Absent	Ab	0

**Table 6: Declaration of Distinction / Class (UG and PG)**

<b>CGPA</b>	<b>Percentage</b>	<b>Class</b>
<b>At the completion of the Programme, Considering all courses</b>		
7.5 and above With all courses passed at First Attempt	75% and above With all courses passed at First Attempt	First Class with Distinction
6.0 and above	60% and above	First Class
< 6.0	< 60%	Second Class